Criteria for Granting Planning Approval
for
Major IT Projects Identified in Agency IT Strategic Plans

Evaluation Criteria	Points	Score
(i) Strategic Alignment		
Does the project support Commonwealth Strategic Plan for Technology initiatives?	5	5 points if the project supports at least one strategic initiative
Does the project support Commonwealth Enterprise Architecture (Enterprise) Business Strategies?	10	2 points for each Enterprise Business Strategy the project supports
Does the project support the Agency Strategic Direction?	10	5 points if the project supports at least one key activity and 5 points if it supports at least one critical issue
Maximum Points	**25**	
(ii) Technical Feasibility		
Is a proposed technical approach stated?	3	Yes – 3 points No – 0 points
Is the proposed approach based upon proven technology?	7	Yes – 7 points No – 0 points
Maximum Points	**10**	
(iii) Benefits to the Commonwealth		
To what degree does the project benefit chronically underserved stakeholders?	5	Yes – 5 points No – 0 points
Will the project increase public protection, health, education, environment, or safety, improve customer service, or increase citizen access to services?	5	Yes – 5 points No – 0 points
Does the project have a positive return on investment?	5	Yes – 5 points No or Unknown – 0 points
Does the project support legal or regulatory requirements?	5	Yes – 5 points No – 0 points
Maximum Points	**20**	
(iv) Risk		
What is the project cost risk?	7	Under $5m – (7) points From $5-10m – (5) points From $10-20m – (3) points Greater than 20m – 0 points
What is the project complexity risk?	5	Low – 5 points Medium – 3 points High – 0 points
Does the agency present a sound risk management approach?	3	Subjective Evaluation
Maximum Points	**15**	
(v) Funding Requirements		

What is the reasonableness of the project cost estimate provided?	5	Subjective Evaluation
What percent of the project funding is from Non-state funds?	10	80 - 100% Non-state Funded – 10 points 50 – 79% Non-state Funded – 6 points 1 – 49% Non-state Funded – 3 points
What is the project funding risk?	5	Low – 5 points Medium – 2 points High – 0 points
Maximum Points	**20**	
(vi) Past Performance by Agency		
What is the overall rating average of all projects listed on the Dashboard for the agency?	4	If lowest overall rating average for any three consecutive months in the last year is: Green - 4 points Yellow - 2 points Red - 0 points
If the project is listed on the Dashboard, what is the overall rating for the last three months reported?	4	If overall project rating for the last three months reported is Green - 4 points Yellow - 2 points Red - 0 points
Has the agency established and adequately described their ITIM practices?	2	Yes – 2 points No – 0 points
Maximum Points	**10**	
Total Points Possible	**100**	

Notes:
1. *Specific questions will be asked in the IT Strategic Planning process to obtain information needed for scoring.*
2. *An evaluation comment must be provided for all subjective evaluation criteria.*
3. *Dashboard projects will inherently score higher.*
4. *A minimum of 50 points is required for Planning Approval.*